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DIARY NOTES

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10 July 1963

1. At the Executive Committee Meeting this morning the Director reported on his meeting at the Bureau of the Budget yesterday and said that he was very pessimistic about our increasing the Fiscal Year 1965 budgetary level over that authorized for Fiscal Year 1964.

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2. [REDACTED] telephoned to request that I attend a Fine Arts Commission meeting tomorrow since Gates Lloyd is away. I declined and suggested that [REDACTED] represent the Deputy Director (Support).

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5. [REDACTED] were in to give me a briefing on our procurement activities for Fiscal Year 1963. Among other things, the procurement load has increased almost 100 per cent during the past fiscal year and more than 40 per cent of the total procurement was undertaken during the month of June. In fact, on 26 June they had 201 contracts to try to negotiate before 1 July. Some contracts could not be obligated due to the very short time involved, and money had to be returned to the Comptroller. I have requested that a very brief report on Fiscal Year 1963 activities be prepared which I can send to the Director's office and also possibly use during Fiscal Year 1964 to try to avoid the last minute rush during the month of June, which I am sure costs the Agency thousands of dollars each year.

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